

MOTION

September 28, 2004

Motion made, seconded and carried that Betty Jaraba be appointed Interim Arts & Culture Director (provisional), effective October 4, 2004 at an annual salary of \$68,000.

Richarda Duffy Momsen
City Clerk

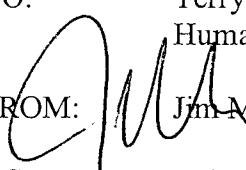


SEP 22 '04 AM 8:21

Quality of Life Services

MEMORANDUM

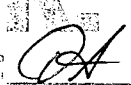
TO: Terry Bond
Human Resources Director


FROM:  Jim Martinez, Interim City Manager

CC: Deborah G. Hamlyn, Deputy City Manager
for Quality of Life Services

SUBJECT: Interim Arts & Culture Department Director

DATE: September 20, 2004

O.K.-OMB
DATE:  9-22-04

O.K.-CFO
DATE: 9/22/04 

Proceed to place Betty Jaraba in the position of Interim Director of Arts & Culture Department, effective October 4, 2004 at the starting salary of \$68,000.

Place this item for on the City Council agenda of Tuesday, September 28, 2004.

Questions concerning this item should be referred to Debbie Hamlyn, Deputy City Manager for Quality of Life Services @ 541-4242.

Thank you.

A large, stylized handwritten signature, likely of Terry Bond, the Human Resources Director.

El Paso

RECEIVED

SEP 20 2004

TO: HUMAN RESOURCES
FROM: JIM MARTINEZ
DATE: 9/22/04

Betty Jaraba

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Education:

- 1998** Northwestern State University, Master in Education; Educational Leadership; published thesis on *Integrating the Arts in the Curriculum*.
- 1972** Louisiana State University in New Orleans, Bachelor of Arts, French and Spanish
- 1976** Texas A& I, Laredo, TX ~ Teacher Certification program

Work Experience:

1996- June 2004 EPISD Fund: a Foundation for School Community Enrichment Directing the work for the non-profit organization of the El Paso Independent School District. The EPISD Fund awards scholarships to students and grants to teachers in kindergarten to twelfth grades. Awarded nearly \$1million in less than ten years

- Founded and directed an art gallery, Galería Maravilla in downtown El Paso to benefit the Foundation.
- Established monthly arts programming and a lecture series featuring renown artists, historians, and motivational speakers.
- Designed special events to engender community support.
- Event planning, community building, public relations, fundraising, grant writing, conducting workshops for teachers in K-12.
- Completed extensive training with Jerald Panas, Penelope Burke, Bob Hopkins and others on the art of fundraising and 'moves management'.

1996-1993 Program Assistant in Bilingual Education and Accelerated Learning for the El Paso Independent School District. Responsibilities included the teacher training of 300 middle school teachers and two hundred high school teachers. In the process I simultaneously created community connections and a strong network to benefit the classroom setting.

1993-1989 ESOL Teacher at El Paso High School Developed a TV series through Channel One for Poetry readings on a weekly basis and established the *Leaders as Readers* series engaging community notables to share their love of reading with high schoolers.

- 1989-1980** ESOL Teacher and Department Chair at Guillen Intermediate School
Wrote curriculum for the Language Acquisition in the Middle School program. Published four ancillary texts on integrating the arts in the teaching of ESL for a national publishing company. Wrote a national teacher exam in ESL for ETS. Presented at the national and international level.
- 1978-1980** English and reading Teacher in San Antonio, TX
- 1976-1978** French Teacher in Laredo, TX ~ Developed the curriculum for a middle school concept of foreign language education to include French language, arts and culture.
- 1976-1974** French and Spanish Teacher for the gifted and talented high school students in New Orleans, LA

Publications:

World of Language: Achieving English Proficiency in ESL a series of books for teachers to integrate the arts in the teaching of ESL in Grades 1-4, published by Silver Burdett & Ginn, 1986

Member of the Committee of Examiners for the Educational Testing Service in Princeton, NJ ~ Designed and developed the first National Teacher Exam in ESOL.

Various articles on philanthropy, most recently: **“Gentleman Giver”** the cover story appearing in **Philanthropy in Texas** October 2000, and **“Master Builders: The McKee Family of El Paso”**, the cover story appearing in **Philanthropy in Texas**, October 2001, and a profile on Don Flores.

- Community Service:**
- 1 Mistress of Ceremonies for the **Siglo de Oro Theatre Festival** at the Chamizal National Memorial 1994-1998.
 - 2 Vice-President of Los Paisanos Foundation del Chamizal a division of the National Park Service
 - 3 Director of the Finance Council for Queen of Peace Catholic Church in West El Paso
 - 4 **Chairman of the Board for the City of El Paso’s Arts Resources Department 1993-2002**

- 5 **Panelist in Education for the Texas Commission on the Arts, Austin, TX**
- 6 **Member of the U.S. Conference of Mayors Committee on Arts, Culture and Recreation, New Orleans, LA 1999**
- 7 **Advisory Board for Philanthropy in Texas, Dallas, TX**
- 8 Hospitality Chair for the Association for Fundraising Professionals
- 9 Youth in Philanthropy Task Force – Washington, DC
- 10 Advisory Board for the Living Section of the El Paso Times
- 11 Established “*Youth Night at the Opera*” to expose thousands of children in the public schools to the joys of opera.
- 12 Established television programming promoting the arts and culture featuring shows on opera, ballet and architecture.
- 13 Established a literary circle focusing on women writers of the Western World to commemorate the 300th Anniversary of the death of Sor Juana Inez de la Cruz, the first woman author in the New World.
- 14 International Public Speaker on various topics: including but not limited to motivation, educational leadership, reading to infants, women’s issues, i.e. self-esteem, faith in the modern world, and wellness. Addressed audiences in Miami, New York, Houston, and New Orleans. As well as audiences in Honduras, Puerto Rico and France.
- 15 **Leadership El Paso graduate Class XXII**
- 16 **Leadership Texas graduate Class of 2003**
- 17 **Advisory Board Member for Philanthropy in Texas, Dallas**
- 18 Founding member of St. John Neumann Church in Laredo, TX , St. Mark’s Church on Thousand Oaks Road in San Antonio, TX , and of Queen of Peace Parish, Inc. in El Paso, TX
- 19 Director of the Eucharistic Ministry program – Queen of Peace Parish
- 20 Lector at Queen of Peace Parish
- 21 Board of Directors for the Finance Council – Queen of Peace Parish
- 22 Retreat Master for Women’s Annual Retreat at Queen of Peace Parish 1999-2001
- 23 Director of Encuentro 2000 at Queen Peace Parish
- 24 Participant in Encuentro 2000 in Los Angeles, CA
- 25 Member of the Texas-Honduras Diocesan Partnership established by the Bishops of Texas in collaboration with the National Council of Catholic Bishops.

- 26 Assisted Bishop Armando X. Ochoa in the advanced planning for the visit of His Excellency Oscar Andres Cardinal Rodriguez Maradiaga, Archbishop of Tegucigalpa, Honduras.
- 27 Chairman of the Diocesan Progress Campaign for Queen of Peace Parish
- 28 Chairman for the Woman's Club of El Paso "*Women of Influence Series*"

Honors and Awards:

Teacher of the Year for EPISD 1985
Reach Award Nominee for Education through the YWCA
El Paso Commission for Women Nominee in Education
Distinguished Alumna Award for Ursuline Academy in New Orleans, LA
Who's Who in American Education
Who's Who of American Women
Profiled in the November/December 2002 issue of PHILANTHROPY IN TEXAS magazine

Languages: Proficient in Spanish, English and French

References will be submitted upon request.